

Education: Student Progress Reports

Rhode Island Department of Children, Youth, and Families

Division of Juvenile Correctional Services: Training School and Detention Center

Policy: 1200.1729

Effective Date: June 14, 2004 Version: 1

The Education Program administration and staff provides progress reports to students and parents/guardians to promote a process of continued evaluation of student performance. This process is the most effective means of informing the student and his/her parent/guardian about progress and of providing a catalyst for change in performance.

The purpose and objectives of the Education Program reporting system are:

- To reflect the mission of the Education Program;
- To provide information and opportunity for parents and teachers to work together;
- To provide knowledge that will help parents understand the needs and progress of their child;
- To indicate specific progress in meeting the objectives of the individual course or curriculum and establishing a written record of this progress;
- To provide information about the student, judge the quality of the student's work and provide a basis for instructional planning; and
- To motivate and help the student to improve his or her own work.

Related Procedures...

Education: Student Progress Reports

Education: Student Progress Reports

Procedure from Policy 1200.1729: Education: Student Progress Reports

- A. The Clinical Coordinator or his/her designee chairs and facilitates a multidisciplinary Individual Treatment Plan (ITP) meeting within thirty (30) days of a resident's adjudication.
- B. Multidisciplinary team includes the Unit Manager, the Clinical Social Worker, a member of the educational staff, as well as other resource personnel or treatment team members, as appropriate and a member of the medical staff.
- C. The Clinical Coordinator or his/her designee will facilitate the presentation of the following information:
 - 1. Social history
 - 2. Educational Information
 - 3. Behavioral observations
 - 4. Medical history
 - 5. Psychological, psychiatric and neurological reports (If applicable)
 - 6. Any other information that may be relevant to developing the ITP.
- D. During the ITP meeting all treatment and/or service goals are established, including educational goals. A schedule is then established to review the resident's progress every two months thereafter, until the time of release.
- E. The process of reporting a student's progress subsequent to the ITP includes but is not limited to the following:
 - 1. Regularly scheduled conferences with parents and/or legal guardians;
 - 2. Written reports issued to parents and/or legal guardians delineating the student's achievement;
 - 3. The results of standardized academic achievement tests with appropriate explanation to allow the parents and/or legal guardians to interpret the results;
 - 4. Bi-monthly reviews (BMR);
 - 5. Family Court reporting requirements.
- F. Education staff maintains a portfolio that contains records of the student's participation in the program. The information is used to review the student's progress during the BMR. It is also used as a resource during the student's Transitional Planning Meeting conducted prior to the student's release from the RITS.
- G. Each month teachers receive a computer generated list of students whose progress is scheduled for a BMR for that month. Based on that list, they review and update the following information that is used at the time of the review:
 - 1. The educational goals and objectives that are indicated in the ITP;
 - 2. The Teacher Input Sheets;
 - 3. The Competencies Lists and;
 - 4. Behavior reports (Point Scores and Disciplinary Reports) as applicable.